

System Name: YCC Long-Term Benefit Evaluation, USDA/FS.

System Location: Rocky Mountain Forest and Range Experiment Station, 240 West Prospect Street, Fort Collins, CO 80521.

Categories of individuals covered by the system: Former YCC enrollees and their parents or guardians, unsuccessful applicants to the YCC program and their parents or guardians, and individuals in communities local to YCC camps.

Categories of records in the system: Name and address of above persons, signed statement of person's willingness to participate in the study, identification number for each person (not social security number), responses to questionnaires completed at each phase of the study by respondents. Questionnaires will solicit information from respondents on the benefits of the YCC program to the enrollees, to the parents to the community, and to society in general. This information will pertain to the following broad classes of benefits:

- a. Increased awareness and appreciation of the environment.
- b. Improved work habits and work skills.
- c. Improved ability to get along with others.
- d. Increased self-confidence.
- e. Improvement in the enrollee's basic orientation to life (greater awareness of and direction toward life goals, more physically fit,
- f. Other related benefits of lesser significance.

Questionnaires will also solicit demographic information (race, sex, age, education, etc.) from enrollees.

Authority for maintenance of the system: 16 U.S.C. 1701-1706.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Disclosure may be made to Colorado State University and the U.S. Department of the Interior. Disclosure may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage: Information will be kept on keypunch cards or data tapes.

Retrievability: Name and addresses of respondents will be kept for the purpose of mailing questionnaires only. An ID number will be assigned to each individual and will be used to determine who has or has not returned the questionnaire and to trace the changes in responses. Names and/or addresses of the respondents will not be associated with the responses on the questionnaires in any way.

Safeguards: The information on respondents obtained in the study is not potentially damaging, but all information will be kept in a small locked room. People who will have access to the information will be those directly involved with the evaluation study; the two principal investigators, the project director, two research assistants and the computer programmer and keypuncher. All personnel involved with the study will be instructed on the proper handling of the data.

Retention and disposal: The names and addresses will be destroyed by December 30, 1983. The remaining statistical data will be maintained indefinitely.

System manager(s) and address: Director, Human Resource Programs, Youth Conservation Corps, USDA, Forest Service, P.O. Box 96090, Washington, DC 20090-6090.

Notification procedure: Any individual may request information regarding the system of records, or information as to whether the system contains records pertaining to him by contacting the system manager.

Record access procedures: To obtain information on the procedure for obtaining access to the records, write to system manager using the above address.

Contesting record procedures: Use same procedures as for requesting notification.

Record source categories: Names and addresses of enrollees from lists of enrollees at each camp; parents of enrollees from the enrollees whose names are obtained from the camp lists; unsuccessful applicants maintained by YCC administrators in Washington, D.C., and from lists of unsuccessful applicants maintained by agencies in those states not included in the Washington, D.C. list; parents of unsuccessful applicants from the unsuccessful applicants; individuals in communities near YCC camps from those involved in the YCC program and others who would be aware of the people in the communities local to YCC camps who are knowledgeable about the program and could provide valuable information on the program's benefits; other categories are self-explanatory.